

PAMANTASAN NG LUNGSOD NG MAYNILA (University of the City of Manila) Intramuros, Manila

NOTICE OF VACANT ADMINISTRATIVE POSITIONS

POSITION	SG	OFFICE/COLLEGE	ITEM NO. FOR	QUALIFICATIONS			
			2013	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY
Administrative	6	College of Liberal	203	Completion of two-	1 year of	4 hours of	Career Service
Aide VI		Arts		year studies in	relevant	relevant	(Sub-professional)/
				college or High School Graduate with relevant vocational/trade course	experience	training	First Level Eligibility
Administrative Assistant III	9	Physical Development and Special Projects Office	937	Completion of two- year studies in college or High School Graduate with relevant vocational/trade course	1 year of relevant experience	4 hours of relevant training	Career Service (Sub-professional)/ First Level Eligibility

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